

## DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



July 9, 1979

## ALL-COUNTY INFORMATION NOTICE I-72-79

TO: ALL COUNTY WELFARE DIRECTORS  
(Counties Participating in Interim Assistance Program)

SUBJECT: INTERIM ASSISTANCE CASELOAD MOVEMENT AND EXPENDITURES REPORTING  
ON FORMS ABD 217 AND GR 237

REFERENCE: DSS MANUAL LETTER NO. 79-13

This Information Notice is being issued to clarify reporting procedures on the Interim Assistance to Applicants for SSI/SSP - Monthly Statistical Report (Form ABD 217) and the Caseload and Expenditures Report - General Relief and Aid to Potentially Self-Supporting Blind (Form GR 237).

A case may not be reported as both an open Interim Assistance case on Form ABD 217, Line Item 3, and an open General Relief/General Assistance case on Form GR 237, Line Item 3, in the same report month. The following examples should aid in correct reporting:

Example 1

A properly completed SSP 14 is signed by a recipient who is not presently receiving but applying for General Relief/General Assistance. The county should open the Interim Assistance case and report such in Part A, Line Item 2 of the ABD 217 report. In addition, the county should report the case count and expenditures in Section B, Line Item 9a of the GR 237 report. The Interim Assistance caseload and expenditure data is not to be reported in Section A or in Section B, Line Items 7 or 8 of the GR 237 report. If the SSI/SSP application is approved, report the Interim Assistance case closure in Part A, Line Item 4, applicable sub-item, of the ABD 217 report and report the reimbursement amount in Section B, Line Item 9b of the GR 237 report. The case count in this line item should be reported only at the time the reimbursement has been made in full. If the SSI/SSP application is denied and no appeal is filed by the recipient with the Social Security Administration, report the Interim Assistance case closure in Part A, Line Item 4, applicable sub-item, of the ABD 217 report and report the General Relief/General Assistance case, if eligible for General Home Relief (GHR), as opened in Section A, Line Item 2, applicable sub-item, of the GR 237 report. Report the GHR case count and expenditure in Section A, Line Item 6 of the GR 237 report.

Example 2

A properly completed SSP 14 is signed by a recipient who is presently receiving General Relief/General Assistance. The county should open the Interim Assistance case and report such in Part A, Line Item 2 of the ABD 217 report. (If SSI/SSP is approved, it will be granted retroactive to the first of the month in the month of application.) In addition, the County should report the case count and expenditure in Section B, Line Item 9a of the GR 237 report. The county should report the General Relief/General Assistance case as being discontinued in the same report month if receiving GHR in Section A, Line Item 4 of the GR 237 report. When the SSI/SSP application is denied or approved, refer to Example 1 for reporting procedures. The caseload and expenditure data for Interim Assistance cases is not to be reported in Section A or in Section B, Line Items 7 or 8 of the GR 237 report.

Any program-related questions that you may have regarding this Information Notice should be directed to your County Adult Program Operations Bureau analyst at (916) 322-6636. Questions concerning specific reporting procedures should be directed to the Statistical Services Bureau at (916) 322-5462.

Sincerely,



R. E. REICH  
Deputy Director  
Administration

cc: CWDA